

**Meeting of the
Valencia Elementary Home and School Club
Minutes
September 10, 2009**

The meeting of the Valencia Elementary Home and School Club was held on Thursday, September 10, 2009, at 8:30 A.M.

Board Member Attendees: Karin Kerber-Smith, President; Michelle Young, Co-Vice President; Kalena Allard, Co-Vice President; Annette Allen, Treasurer; Christina Quakenbush, Recording Secretary; and Carol Galasso, Volunteer Coordinator

Board Member Absentees: Kate West-Douglas, Room Parent Coordinator; Natalie Manning, Acting Corresponding Secretary; and Fabiola Baeza, Corresponding Secretary

Non-Board Member Attendees: Dianna Higginbotham, Jan Candau, Gigi Kelbert, Alexandra Klickoff, Heather Jones, Alisa Van Dissen, Lisa Mella, Allison McKenna and Trent McNair

- I. **Adopt Minutes.** Karin Kerber-Smith provided copies of the May 13, July 15, August 17 and August 25, 2009 meetings prior to and at the meeting. When there were no responses to her inquiry of whether there were any corrections, Mrs. Kerber-Smith stated the minutes were approved.

- II. **Principal's Report.** Dianna reported on back to school activities and the upcoming playground feature in the October issue of PTO Today.

- III. **President's Report.**
 1. **Grant Focus.** Karin Kerber-Smith informed the Club that Kim DeSerpa was ready to begin focusing her attention on new grant writing. Mrs. Kerber-Smith moved to "ask Kim DeSerpa to focus her grant writing on technology." The motion was duly made and seconded, voted upon and approved unanimously.

 2. **H&SC 2009/2010 Goals.** Karin Kerber-Smith reviewed the operating and fundraising goals as described in the 2009/2010 Planning Calendar. A request for comments/changes was made and there were none.

 3. **Bylaw Amendments.** Karin Kerber-Smith moved to "amend the bylaws as follows:

Section 10. Attendance at Meetings (note strikethrough change)
When a Director fails to attend three (~~3~~) **2** consecutive meetings of the corporation and/or Board of Directors without adequate excuse, the Board of Directors may declare his/her office vacant.

and the suggested addition to Section 3 Conduct of Meetings:

The Board may, under special circumstances, hold meetings via e-mail and take action based on decisions made via e-mail voting. These meetings should be limited to discussion of items deemed urgent and held only when face to face meetings are not possible. Meetings held via e-mail must include an invitation to all Board members with a written agenda. A meeting topic must be specified in the subject line. Opportunity for discussion of motions must be provided and exhausted by confirmation from all participants before calling for a vote. A quorum of ballots must be returned for a vote to be valid in the context of an e-mail meeting.”

After discussion of possible alternatives besides the ones presented, Karin Kerber-Smith motioned for the question “to be further revised by the Board and postponed to the next meeting.” The motion was duly made and seconded, voted upon and approved unanimously.

- IV. **Treasurer’s Report.** The current Balance Sheet and General Fund Profit and Loss by Class were reviewed.
- V. **FUNdraiser Report.** Various FUNdraiser chairs updated the group on upcoming fundraisers/family nights (Cash for Trash, Toyota Drive for Schools, Reading Night and the Harvest Festival). New information on the events follows:
1. **Cash for Trash – E-Waste Dropoff.** Karin Kerber-Smith informed the Club that the E-Waste Collection was postponed from September 26 to October 3.
 2. **Harvest Festival.** Alisa Van Dissen offered that she may have a connection for a bounce house and will follow-up. Annette Allen and Kalena Allard offered sponsorship towards the festival costs.
 3. **Family Reading Night.** Michelle Young informed the Club that the date of the Reading Night was changed from October 2 to October 9 to coincide with the opening of the Book Fair.
- VI. **Volunteer Report.** Carol Galasso provided a volunteer update. There are 120 people signed up to volunteer. There is still a need for Chairs for Student Council, Walk for Arts, Spring Family Event, Family FUN Nights, School Lost and Found and 3rd Grade Open House Dinner.
- VII. **Room Parent Update.** In Kate West-Douglas’ absence, Karin Kerber-Smith presented Kate’s report. Roomparents are still needed for most classes. Kate will call a meeting with all roomparents, once identified, to provide direction to facilitate communication within the classroom
- VIII. **New Business.**
1. **Kiln Repair.** Karin Kerber-Smith moved to “allocate up to \$200 from the Arts funds for kiln repairs.” The motion was duly made and seconded, voted upon and approved unanimously.

2. **Beautification.** Karin Kerber-Smith informed the club that there was \$800 left in the budget from 2008/2009 that had been allocated to complete a mural project which is no longer going forward at this time. Use of that money for further beautification projects was discussed and the group reviewed a proposal by Kim Ferrell for a sculpture garden. After group discussion Karin Kerber-Smith moved that “the sculpture garden proposed by Kim Ferrell to be located adjacent to the office should be funded as a Spectra project out of the Arts fund, with the additional \$800 of beautification funds allocated to the project only if needed.” The motion was duly made and seconded, voted upon and approved unanimously.

3. **KidPower Seminar.** Kalena Allard moved to “allocate \$700 from the General Fund for community programs and donation money from back to school night to fund anti-bullying programs for KidPower Seminars.” The motion was duly made and seconded, voted upon and approved unanimously. The calendar will be reviewed to see if we can schedule a speaking engagement soon.

4. **New FUNdraiser Programs.** Karin Kerber-Smith presented a potential new FUNdraiser program to sell stainless steel reusable water and coffee bottles to promote school spirit and the club’s operating goal of going green. Annette Allen moved to “go forward with the Smart Bottles sale and to roll it into the Spirit Wear program with the HS&C Board Members to work out the details.” The motion was duly made and seconded, voted upon and approved unanimously.

5. **Staff Appreciation.** Karin Kerber-Smith discussed the Staff Appreciation Fund and moved “for the month of September HS&C allocate \$50 from the General Fund for Staff Appreciation for coffee and bagels.” The motion was duly made and seconded, voted upon and approved unanimously. Donations of baked goods will be sought for the Sept 23 staff meeting.

The meeting adjourned at 11:00 A.M.

Christina Quakenbush, Recording Secretary
Valencia Elementary Home and School Club